



DEPARTMENT OF THE AIR FORCE  
374TH AIRLIFT WING



24 December 2021

MEMORANDUM FOR ALL YOKOTA AIR BASE PERSONNEL

FROM: 374 AW/CC

SUBJECT: Yokota Air Base Restriction of Movement (ROM) Policy

References: (a) Office of the Under Secretary of Defense, 12 April 2021, *Force Health Protection Guidance (Supplement 20) – Department of Defense Guidance for Personnel Traveling During the Coronavirus Disease 2019 Pandemic*  
(b) United States Forces Japan (USFJ), *Force Public Health (FPH) Order 21-004*, 22 December 2021

1. This policy establishes **mandatory** guidance for anyone accessing Yokota Air Base and supplements any order/guidance from USFJ or higher headquarters. Additionally, it provides direction to U.S. military members, members of the civilian component, contractors, and dependents of these personnel; host nation (HN) employees [e.g., Master Labor Contract (MLC) and Indirect Hire (IHA)] individuals; and others attempting to access the installation. This policy does not apply to transient aircrew who are covered under a separate policy.
2. For purposes of this policy, the local area is defined as the country of Japan. Violations of this policy by uniformed DoD members may subject them to punishment under Article 92 of the Uniform Code of Military Justice. Failure to comply with this policy by SOFA-status members of the civilian component, SOFA-status contractors, or SOFA-status dependents may result in disciplinary/administrative actions including, loss of command sponsorship, an early return of dependents, debarment, or a determination that an employee failed to adjust to an overseas environment.
3. All deployed, active, and activated Reserve and Guard component personnel (to include DoD civilian and contract personnel in accordance with their statement of work) deployed to or TDY/TAD to Japan, must be fully vaccinated prior to entry into Japan. This includes operation movement of units, individual augmentees, and exercise support personnel.
4. **ROM Defined:**
  - a. **SOFA-status Personnel:** ROM for SOFA-status personnel is defined as restriction to one's residence, other designated domicile (e.g., base lodging), or a specified area for a period of time upon arrival into Japan or until cleared by medical authorities. Personal, non-mission essential travel within the local area of Japan is exempted from ROM requirements. Commanders and supervisors are required to conduct risk assessments for any member taking leave per references (a) and (b). SOFA-status personnel include, but are not limited, to U.S.

military members, U.S. civilian employees, SOFA-status contractors, and dependents of any SOFA-status personnel stationed in Japan. Residence or domicile refers to all living quarters and includes buildings such as homes (single, duplex, multiplex), on-base dormitories, apartments, and on-base lodging. Unvaccinated personnel are prohibited from conducting a ROM in a dormitory with a shared bathroom. Off-base lodging in Japanese hotels for ROM is also prohibited.

- 1) **Fully-Vaccinated SOFA-Status Personnel:** All DoD uniformed personnel, members of the civilian component, and individuals with SOFA-status **arriving in Japan from another country** who are fully vaccinated (14 days after the second dose in a two-dose series or 14 days after a single dose vaccine), to include TDY individuals, **shall travel directly to their domicile using non-public transportation** and will, at a minimum, be **restricted to a U.S. installation (or residence if domiciled off-installation) for 14 days** commencing on the day of arrival. The following ROM procedures apply:
  - a. Any fully-vaccinated traveler wishing to take advantage of this reduced ROM policy must provide proof of their vaccination status to their unit travel coordinator, first sergeant, or other personnel designated in writing to perform this function. All travelers will carry a physical or electronic copy of their completed vaccination card or other medical record of vaccine administration for verification upon arrival.
  - b. Fully-vaccinated individuals must remain asymptomatic for the duration of their 14-day ROM period. If symptoms occur, individuals will coordinate with Yokota Public Health and follow COVID-19 procedures for testing and isolation/quarantine, as required.
  - c. Fully-vaccinated individuals domiciled off-installation or at an U.S. installation other than their assigned location, may conduct non-stop travel between their domicile and place of work, via POV/GOV or cycling/walking, during their 14-day ROM period. Nothing in this policy authorizes use of a GOV that would be otherwise prohibited by Air Force or DoD regulations. Off-installation use of mass transit/public transportation is unauthorized during the 14-day ROM period.
  - d. **On/after day 5**, fully-vaccinated individuals are **required to take a PCR or antigen test**. If the test result is positive for COVID-19, the individual will conduct isolation/quarantine procedures IAW Yokota Public Health guidelines. **After day 14, individuals with a negative viral test (on/after day 5) may have restrictions to an U.S. installation** (or residence if living off-installation) removed.
  - e. **Individuals will wear a mask in all public areas and USFJ facilities until in receipt of a negative viral test** conducted on or after day 5 of ROM. An international entry test at a commercial airport does not meet this requirement.

**Mask wear is required off-installation**, regardless of vaccination or ROM status.

- f. Upon receipt of a negative COVID-19 test in Japan, by either MTF or approved commercial means (to include testing at a Japanese airport conducted upon arrival via commercial means), essential services off-installation are authorized for fully-vaccinated individuals.
  - g. During the 14-day ROM period, fully-vaccinated individuals have access to all on-installation facilities.
  - h. Any requests for deviations from the aforementioned procedures must be routed as an exception to policy to the appropriate approval authority.
- 2) **Unvaccinated SOFA-Status Personnel:** All DoD uniformed personnel, members of the civilian component, and individuals with SOFA-status **arriving in Japan from another country** that are not fully-vaccinated, shall **travel directly to their domicile, using non-public transportation, and remain there for 7 days**. This will be **followed by a 7-day period** (days 8 through 14) **of restriction to their associated U.S. installation for a total of 14 days of ROM**. The following conditions apply during ROM:
- a. Unvaccinated individuals must remain asymptomatic for the duration of their 14-day ROM period. If symptoms occur, individuals will coordinate with Yokota Public Health or another competent medical authority and follow COVID-19 procedures for testing and isolation/quarantine, as required.
  - b. The initial 7-day ROM period begins on the day of arrival in the Japan AOR and ends on the seventh day at the same hour of arrival.
  - c. **On or after day 5** of ROM, individuals are **required to take a PCR or antigen test and be in receipt of a negative COVID-19 test result in order complete their initial 7-day ROM period**.
  - d. Unvaccinated individuals residing off-installation must remain in their domicile for the duration of their initial 7-day ROM period. An exception is granted to complete their day 5 exit ROM testing requirements.
  - e. **On days 8-14** of the ROM period, individuals may access all on-installation facilities in accordance with 374 AW PHE guidelines. Individuals domiciled off-installation must remain either in their domicile or on their assigned installation, or travel in a direct route between the two via POV/GOV (use of mass transit, cycling, or walking is unauthorized between domicile and installation). Nothing in this policy authorizes use of a GOV that would be otherwise prohibited by Air Force or DoD regulations. **Between day 1 and day 14, use of public transportation is unauthorized**.

- f. When family members live in the same household and some are fully-vaccinated, fully-vaccinated members must follow the fully-vaccinated guidance and unvaccinated members must follow the unvaccinated guidance. Only family members may co-mingle with people of different vaccination status. Single Airmen living in a dormitory with shared bathrooms may not complete ROM with other Airmen.
- g. Unvaccinated individuals will not be allowed to attend newcomers briefs or obtain USFJ 4EJ permits until completion of their ROM requirements.
- h. Any requests for deviations from the aforementioned procedures must be routed as an exception to policy to the appropriate approval authority.

3) **Individuals within 90 Days of a Positive COVID-19 Test:** Any DoD uniformed personnel, member of the civilian component, or individual with SOFA-status arriving in Japan from another country that has tested positive for COVID-19 within the previous 90 days will follow a ROM length of time based on their vaccination status, except for testing requirements. After completion of ROM requirements, asymptomatic individuals may have the restriction to their installation (their residence if living outside an installation) removed. ROM exit testing is not required. Fully vaccinated individuals within 90 days of a positive COVID-19 test, will wear a mask in all public areas ad USFJ facilities until cleared by an appropriate medical authority. The following procedures apply:

- a. Previous results will be reviewed by a unit travel coordinator who has been designated in writing to perform this function or competent medical authority. All travelers will carry a physical or electronic copy of their appropriate documentation approved by a competent medical authority (CMA).
- b. Individuals must remain asymptomatic for the duration of their ROM period. If symptoms occur, the individual will coordinate with Yokota Public Health and follow COVID-19 procedures for testing and isolation/quarantine, as required.
- c. During the ROM period, individuals may access all on-installation facilities, except DoDEA facilities and properties.
- d. Any requests for deviations from the aforementioned procedures must be routed as an exception to policy to the appropriate approval authority.

b. **Non-SOFA Status Personnel:** ROM for non-SOFA status personnel is defined as denial of entry to the installation for a period of their ROM length of time based on their vaccination status or until cleared by medical authorities. Non-SOFA status personnel include but are not limited to DoD retirees and HN employees such as MLCs and IHAs. Non-SOFA status personnel are prohibited from accessing the installation while in ROM status. Non-SOFA status

personnel who reside on Yokota Air Base (e.g., JASDF members) are authorized to ROM at their on-base residence.

4. **Exceptions to ROM:** ROM, when done properly, is the most effective measure against COVID-19 community spread. Personnel will not leave their residence or domicile during their ROM period unless in an approved fully-vaccinated ROM status on an U.S. installation or for one of the following reasons:

- a. Brief exits of their residence or domicile for activities of short duration such as laundry either in or immediately near their residence or domicile (any shared facility should be appropriately sanitized and cleaned after use);
- b. To take a pet for a walk near their residence or domicile while maintaining six feet of distance from persons not in their family;
- c. A wellness break taken in the yard immediately surrounding their residence or domicile (this does not include use of any community playgrounds or on-base shopping facilities);
- d. To conduct an exit ROM COVID-19 test;
- e. Personnel with a Permanent Duty Station (PDS) other than Yokota Air Base may transit to another USFJ facility, residence, or domicile via a USFJ vehicle or to the Yokota Air Base passenger terminal solely when anticipating military or military contracted airlift to another USFJ facility; or
- f. In cases of medical emergencies or fires in the residence/domicile.

All personnel utilizing an exception to policy for ROM must wear a mask at all times while outside of their residence or domicile.

5. **Social Distancing:** Strict social distancing (six feet from others) will be maintained whenever an activity is undertaken outside of the residence or domicile. The CDC defines social distancing as “remaining out of congregate settings, avoiding mass gatherings, and maintaining distance (approximately six feet or two meters) from others ....” Unvaccinated personnel in ROM are prohibited from accessing all public locations on-base (e.g., commissary, BX, shoppettes, fitness centers, or other locations reasonably expected to have other people present) until they have completed the ROM requirements.

6. **Self-Monitoring During ROM:** During ROM, personnel will self-monitor for COVID-19 symptoms. This includes, where able, taking their temperature twice a day to check for fever, and remaining alert for coughing or difficulty breathing. If symptoms develop, individuals should self-isolate and contact a healthcare provider by calling the medical group response line at **DSN 225-8864, Option 7 or 042-552-2510, Extension 58864, Option 7**. Do not report to a medical treatment facility if experiencing COVID-19 symptoms unless directed to do so by medical authorities.

7. **Reporting ROM:** Yokota Air Base has a 100% ROM tracking policy. You must ensure your sponsor or a base representative reports your ROM status in accordance with USFJ and base policy. Failure to report ROM status may result in an extended ROM period or other disciplinary or administrative action. For transient personnel or contractor personnel with no known sponsor or point of contact, report your arrival and ROM status to the front desk of the Kanto Lodge.

8. **Traveling into Japan and OPSEC:** SOFA-status individuals, upon arrival into the Japan AOR, are *not required to download* any COVID-19 tracking application nor sign pledges to follow GOJ COVID-19 procedures. Commanders should remind service members to practice good OPSEC when using non-U.S. Government supplied applications for COVID-19 tracking on personal mobile devices. Some evidence suggests foreign entities have collected user location information and smart phone data from similar applications. Because of this risk, SOFA-status individuals are discouraged from downloading such software/apps. However, SOFA-status individuals *may choose to download* the COVID-19 tracking application and/or sign the pledge if refusing either would prevent onward movement. Upon arrival at a U.S. installation or domicile, SOFA-status individuals are authorized to remove any GOJ required COVID-19 tracking applications from personal devices. Applications/programs that were not supplied or approved by the U.S. Government are not authorized for use on U.S. Government provided phones or computers.

9. Units will coordinate with individuals in ROM to ensure they have adequate food, water, and other necessary items. This includes supplies to clean frequently-used surfaces and maintain household hygiene, such as regular multi-surface cleaner, paper towels, toilet bowl cleaner with brush, laundry detergent, dish soap and sponge, etc. It also includes personal hygiene items, in addition to items to reduce the spread of the virus and monitor for infection, all of which are subject to availability.

10. Any request to perform a ROM not in compliance with the aforementioned procedures will require an exception to policy (ETP) sent to the appropriate USFJ Service component commander or deputy commander at the general/flag officer level and coordinated with the Government of Japan via USFJ/J5 ([indopacom.yokota.usfj-j54.list.all@mail.mil](mailto:indopacom.yokota.usfj-j54.list.all@mail.mil)). These requests are limited to needs based on operational impacts and humanitarian reasons. ETP requests for morale or quality of life purposes will not be considered.

11. If you have any questions, please contact your squadron commander for further guidance.

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Commander